



# County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA  
Chief Executive Officer

April 15, 2008

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS:  
PSYCHIATRIC URGENT CARE CENTER PROJECT AT  
OLIVE VIEW-UCLA MEDICAL CENTER  
APPROVE USE OF PREQUALIFICATION QUESTIONNAIRE  
SPECS. 6893; C.P. 69545  
(FIFTH DISTRICT) (3 VOTES)**

**SUBJECT**

Approval and adoption of a prequalification questionnaire to be used in the shortlist selection of potential design-build entities for the Olive View Urgent Care Center Project.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Approve and adopt the Prequalification Questionnaire for use to prequalify and shortlist prospective Design-Build entities for the Psychiatric Urgent Care Center project at the Olive View-UCLA Medical Center Capital Project 69545.
2. Authorize the Acting Director of Public Works or his designee to advertise for prequalification questionnaires to be received on May 14, 2008.

Board of Supervisors  
GLORIA MOLINA  
First District

YVONNE B. BURKE  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will authorize prequalification of Design-Build entities to proceed using the proposed criteria and questionnaire for the Psychiatric Urgent Care Center project leading to the shortlisting of the top three highest ranked prequalified Design-Build entities for purposes of the Design-Build competition.

The proposed Psychiatric Urgent Care Center project is an approximately 10,000 square foot, one story building with related site work to be located on the Olive View-UCLA Medical Center campus at the corner of Olive View Drive and West Way.

In addition to the selection of a Design-Builder, the Department of Public Works (Public Works) will use the job order contracting process for performance of make-ready work prior to the start of building construction.

### **Design-Build Project Implementation**

On February 12, 2008, your Board approved use of the Design-Build contracting process for the project and to supplement the architect/engineer's contract to complete project scoping documents, and provide design and support services during all phases of the Design-Build process. The completed project scoping documents will reflect the Department of Mental Health's (Mental Health) space and functional program needs, as well as various design criteria established by the project's stakeholders.

As a first step in the process of selecting a Design-Builder, the attached Prequalification Questionnaire will be used to evaluate interested Design-Build entities' ability to satisfactorily design and construct the project. The Prequalification Questionnaire reflects criteria authorized by Public Contract Code 20133 customized to attain the participation of a qualified Design-Build entity possessing experience, capability, and capacity specific to this project's requirements. The Prequalification Questionnaire also requests specific information to ensure appropriate licensure, insurance, bonding, safety record/procedures, financial capabilities, claim histories, and civil and criminal litigation history. The document contains pass/fail criteria that will allow Public Works to either qualify or disqualify a Design-Build entity and rank the prequalified Design-Build entities.

As required by the Design-Build legislation, Public Works has consulted with the Design-Build industry for its input relative to the preparation of the Prequalification Questionnaire. As a result of those consultations, Public Works has determined that the best method of ensuring the participation of experienced, capable and qualified Design-Build Entities is for the County to shortlist no more than three of the highest ranked,

prequalified proposers, at the conclusion of the prequalification stage, for participation in the Design-Build Request for Proposal competition.

We will return to your Board to approve the shortlist of no more than the three highest ranked, prequalified Proposers based on the scoring on the Prequalification Questionnaire, adopt the project scoping documents/performance specifications, and obtain approval to solicit technical and cost proposals from the highest ranked prequalified firms. The Project Schedule is included in Attachment A. Public Works will return to your Board for approval of the final project schedule when recommendations for Design-Build entities are presented for your Board's approval.

### **Implementation of strategic plan goals**

The Countywide Strategic Plan directs that we provide Service Excellence (Goal 1), and Fiscal Responsibility (Goal 4) as the project is an investment in public infrastructure. This action will further the Community Services (Goal 6) and client-centered Health and Mental Health (Goal 7) by providing high standards of healthcare to the residents of the County of Los Angeles. Completion of this project will provide a much needed health benefit for the residents of the County.

### **FISCAL IMPACT/FINANCING**

Approval of the Design-Build implementation process and the Standard Prequalification Questionnaire for the Psychiatric Urgent Care Center project will not impact the currently estimated project budget.

The total project cost, including plans and specifications, plan check, construction, consultant services, civic art fee, miscellaneous expenditures, and County services, is currently estimated at \$7,450,000. The project is funded by \$3.3 million in net County cost and \$4.15 million from the State Mental Health Services Act.

We will return to your Board for approval of the final project cost when the recommendation for the selected Design-Build entity is presented for your Board's approval.

### **Operating Budget Impact**

Mental Health will determine the one-time, start-up and ongoing operation costs upon completion of the scoping documents when more specific information is available and will be included in the request for award of the Design-Build Agreement.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Public Works, in consultation with County Counsel, is preparing a standard Design-Build Agreement to be approved by your Board prior to use for this and future Design-Build projects. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in this agreement.

The agreement will contain terms and conditions supporting your Board's ordinances, policies, and programs, including but not limited to: County's Greater Avenues for Independence and General Relief Opportunities for Work Programs (GAIN/GROW), Board Policy No. 5.050; Contract Language to Assist in Placement of Displaced County Workers, Board Policy No. 5.110; Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No. 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015); Contractor Responsibility and Debarment, Los Angeles County Code, Chapter 2.202; and the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; and the standard Board-directed clauses that provide for contract termination or renegotiation.

### **ENVIRONMENTAL DOCUMENTATION**

Approval of these recommendations will have no environmental impact. The appropriate environmental documentation will be completed prior to returning to your Board for award of the Design-Build Agreement.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There will be no negative impact on current County services or projects during the performance of this recommended action, and the hospital will remain fully operational.

The Honorable Board of Supervisors  
April 15, 2008  
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**CONCLUSION**

Please return one adopted copy of this letter to my office, and one to the Department of Public Works (Project Management Division I).

Respectfully submitted,



WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:DLW:DL  
JSE:DJT:SW:zu

Attachment

c: County Counsel  
Office of Affirmative Action Compliance (Ozie Smith)  
Department of Health Services  
Department of Mental Health  
Department of Public Social Services (GAIN/GROW Program)

**ATTACHMENT A**

**DEPARTMENT OF PUBLIC WORKS:  
PSYCHIATRIC URGENT CARE CENTER PROJECT AT  
OLIVE VIEW-UCLA MEDICAL CENTER  
APPROVE USE OF PREQUALIFICATION QUESTIONNAIRE  
SPECS. 6893; C.P. 69545**

**I. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Approved Completion Date</b>	<b>Revised Completion Date</b>
Project Scoping Documents	03/2008	03/2008
Prequalify Design-Builders	05/2008	06/2008
Design-Builder Proposals Received	09/2008	09/2008
Award Design-Build Contract	11/2008	12/2008
Jurisdictional Approval	05/2009	05/2009
Construction Substantial Completion	05/2010	05/2010
Acceptance of Project	06/2010	06/2010
Move-in	07/2010	07/2010

**PREQUALIFICATION QUESTIONNAIRE  
FOR  
DESIGN-BUILD SERVICES**

**PSYCHIATRIC URGENT CARE CENTER PROJECT  
AT  
THE OLIVE VIEW-UCLA MEDICAL CENTER CAMPUS  
SPECS 6893; C.P. 69545**

**APRIL 16, 2008**

**COUNTY OF LOS ANGELES  
DEPARTMENT OF PUBLIC WORKS  
900 SOUTH FREMONT AVENUE  
ALHAMBRA, CA 91803**

**PREQUALIFICATION QUESTIONNAIRE  
FOR  
DESIGN-BUILD SERVICES**

**PSYCHIATRIC URGENT CARE CENTER PROJECT**

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**EXHIBITS**

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- B. Sample Design-Build Agreement - To be provided with Part B
- C. Project Manual – Contract Requirements – To be provided with Part B
- D. CSI Construction Cost Summary – To be provided with Part B
- E. Labor Compliance Program Requirements – To be provided with Part B
- F. Scoping Documents – To be provided with Part B
- G. Design-Build Manual – To be provided with Part B

**CERTIFICATION FORMS (Included in the Pre-Qualification Questionnaire)**

CBE Participation Form  
CBE Program Sanctions  
Avoidance of Conflict of Interest Certificate, Proposer's EEO Certification Form,  
and Lobbyist Ordinance Affidavit Form  
Attestation of Willingness to Consider GAIN/GROW Participants  
History of Contracting with the County of Los Angeles  
False Claims  
Civil Litigation History  
Criminal Convictions  
Contractor Employee Jury Service Program  
Debarments  
Labor Law/Payroll Violations  
Local Small Business Enterprise Preference Program  
Proposer's Organization Questionnaire/Affidavit



**PREQUALIFICATION QUESTIONNAIRE  
FOR  
DESIGN-BUILD SERVICES**

**PSYCHIATRIC URGENT CARE CENTER PROJECT**

**1. INTRODUCTION AND OVERVIEW**

**THIS IS A QUALIFICATIONS-BASED BEST VALUE SELECTION.  
THIS IS NOT A LOW BID SOLICITATION.**

**1.1 General:**

The County of Los Angeles, Department of Public Works (Public Works) is inviting Design-Build proposals from interested firms to perform the design, construction, and warranty maintenance for the **Psychiatric Urgent Care Center Project** located at **14445 Olive View Drive, Sylmar, CA 91342**.

The County's primary objective in utilizing the Design-Build approach for this project is to bring the best available design and construction experience and expertise together to collaborate with the County as a team and to successfully meet the unique challenges presented by this project.

The County's objective is to select a cooperative, highly functional Proposer to provide a "Design-Build" project that fully meets the County's established criteria. The Design-Build approach is intended to allow designers and contractors to work together to address each of these challenges concurrently, and to produce an effective and comprehensive design concept that meets all these criteria.

The qualified Design-Builder will be selected according to the selection process described herein in Section 1.5 and the Evaluation Criteria described in Section 6. In this Request For Proposal (RFP) you are provided with Part A – Pre-Qualification Questionnaire only. Only the three selected, qualified and highest ranked proposers will be invited to submit Part B - Technical and Cost Proposal.

The County is reviewing options to provide a stipend for unsuccessful Part B proposers; however, the availability of stipend funds is presently uncertain. Pertinent information will be included with Part B – Technical and Cost Proposal.

1.2 Project Description:

When completed, the Psychiatric Urgent Care Center Project will be approximately a 10,000 square foot, single-story building with the related site improvement work. The building will have a "U" shape plan around an interior courtyard; and will be located on the Olive View-UCLA Medical Center campus at the corner of Olive View Drive and West Way.

1.3 The objective of this solicitation is to select a firm that provides the best value to the County based on major design criteria, such as, but not limited to:

- LEED compliance
- Budget
- Aesthetics
- Space and functional program

Evaluation criteria for Part B will be provided upon issuance of Part B – Technical and Cost Proposal.

1.4 Design-Builder Selection:

Public Works will recommend that the Board of Supervisors award the contract to the most advantageous Proposer based on the Proposer's ability to best meet the requirements stated in the RFP.

1.5 The selection process is: Part A-Pre-Qualification Questionnaire and Part B-Technical and Cost Proposal. Part A is open to all interested parties. Part B is limited to the three highest ranked Responsive and Responsible parties qualified under Part A. Processing of this RFP will be handled in the following manner:

1.5.1 Part A – Proposals that provide all required information of the Part A – Pre-Qualification Questionnaire evaluation will be deemed Responsive.

Responsive proposals, that pass the pass/fail criteria, will then have their answers to the scorable questions (Parts 3 and 4 of the Pre-qualification Questionnaire) reviewed and ranked by the Project Evaluation Committee. Rankings will be based on criteria listed with each question in the Part A - Pre-Qualification Questionnaire. Based on their scoring, the top three ranked proposers from Part A

of the RFP will be invited to submit proposals for Part B – Technical and Cost Proposal.

At the County's discretion, a presubmittal meeting may be held at the Department of Public Works' Headquarters, 900 South Fremont Avenue, Alhambra, California 91803, approximately two weeks prior to submission date, to explain the prequalification request and criteria, and to answer questions that may arise regarding the prequalification. Interested parties should contact the Contract Administrator for confirmation regarding this meeting.

- 1.5.2 Part B – Technical and Cost Proposals – All Part B proposals will be evaluated based on criteria to be provided with Part B.
- 1.5.3 In the event that additional elements, changes, or enhancements to existing elements contained in this RFP may be required, Public Works reserves the right to negotiate with the Design-Builder to cause these changes to be incorporated in the work product.
- 1.5.4 Upon conclusion of negotiations, Public Works may recommend award of a Design-Build Agreement to the Board of Supervisors.
- 1.5.5 Notwithstanding the recommendation of a department, agency, individual, or other, the Board of Supervisors retains the right to exercise its judgment concerning the selection of a Proposer and the terms of any resultant agreement, and to determine which Proposer best serves the interests of the County. The Board of Supervisors is the ultimate decision-making body and makes the final determinations necessary to arrive at a decision to award, or not award, a contract.
- 1.5.6 Public Works will conduct optional pre-proposal meetings, upon request of each Proposer, with each Proposer who has been invited to submit Part B–Technical and Cost Proposals. The purpose of these meetings is to answer questions concerning the project. Meetings will be held individually and confidentially with each proposer.

Meetings will be held only with one week written notification from the Proposer, and up to one week prior to submission of proposals.

**1.6 Proposals:**

If pre-qualified and selected in Part A, proposers will receive Part B documents, which will include:

- Scoping documents
- Sample Design-Build Agreement
- Scoring criteria

Proposers will be requested to submit proposals offering Design-Build services in accordance with Section 2, and in a format specified in Section 4 of this RFP.

Before submitting a Proposal, each Proposer must: a) examine the RFP and all attachments and exhibits thoroughly; b) visit the site to familiarize itself with field conditions that may in any manner affect cost, progress, or performance of the work; c) and become familiar with Federal, State, and local laws, ordinances, rules, and regulations that may in any manner affect cost, progress, or performance of the work.

**1.7** The Project Evaluation Committee may request clarification of any response to any submittal for the purpose of determining whether the minimum qualifications have been met. Response to such a request must be in writing and shall become part of the Design-Builder's proposal. If the Design-Builder fails to respond within two calendar days of receipt of the request, this may result in rejection of Design-Builder's RFP as nonresponsive.

**1.8** In accordance with Section 20133 of the California Public Contract Code, any architect or engineer retained by the County to assist in the development of the project-specific documents shall not be eligible to participate in the preparation of a proposal with a Design-Builder for that project. Therefore, the following firms, which were retained by the County of Los Angeles to assist in the preparation of the plans and specifications for the Psychiatric Urgent Care Center project, shall not be allowed to apply for prequalification nor shall they be allowed to participate in developing a proposal for the Design-Build Contract:

- HMC Architects
- Weidlinger Associates Inc. (Structural Engineer)
- ACEA Incorporated (Mechanical, Plumbing Engineer)
- Richard Walls Electrical Engineering (Electrical Engineer)
- Integrated Design Group LLP (Landscape Architect)

#### 1.9 Schedule:

A tentative schedule is provided for information purposes only:

<b>04/16/08</b>	<b>RFP issue date</b>
<b>TBD</b>	<b>Part A – Pre-Qualification pre-submittal meeting</b>
<b>05/14/08</b>	<b>Part A – Pre-Qualification Questionnaire due</b>
<b>06/02/08</b>	<b>RFP – Part A Initial Determination</b>
<b>07/09/08</b>	<b>Invitation to Proposers Qualified to submit Part B.</b>
<b>TBD</b>	<b>Part B Optional meetings with proposers</b>
<b>09/03/08</b>	<b>Part B written proposals due</b>
<b>TBD</b>	<b>Part B Optional oral interviews</b>
<b>10/20/08</b>	<b>Determination of successful Proposer</b>
<b>12/01/08</b>	<b>Award of contract</b>
<b>01/15/09</b>	<b>Contract executed and Notice To Proceed issued</b>

The County has the right to revise the schedule and extend the prequalification process. Prequalification will expire a year from the date of approval by the Board of Supervisors

#### 1.10 Definitions

Definitions are provided in Attachment 1 "Definitions" to clarify the terms used in this prequalification document. If further clarifications are necessary, Proposers should send requested clarification to the Contract Administrator.

## 2. SCOPE OF SERVICES

Proposals must be for a complete Design-Build project and must include design, engineering, construction, procurement and installation of equipment, obtaining all required permits, and warranty maintenance costs. The proposal price must contain all costs and fees for such services.

The successful Design-Builder will be responsible for designing and building the Project in compliance with any and all applicable codes, rules/regulations, and laws. The successful Design-Builder will, at no additional cost to the County, be responsible for correcting any identified deficiencies to bring the Project into compliance with any and all applicable codes, regulations, laws and scoping criteria.

Upon Project completion, the successful Design-Builder will be responsible for all warranty repairs and PM manuals, and will provide the necessary operational documentation and training of County maintenance staff.

## 2.1 Design-Builder's Responsibilities

The Proposer awarded the contract shall be responsible for the performance of, including but not limited to, the following:

- Compliance with the project's approved Environmental Documents provided by the County.
- Any and all design and engineering work.
- Any and all demolition, construction, and warranty maintenance work.
- Identifying and obtaining all required permits, inspections, and approvals for the project.
- Procuring and installing all equipment, unless otherwise specified.
- Quality and performance testing, verification and testing as required to meet the intent of the project Scoping Documents.
- Start-up and commissioning.
- Training County employees in the use, operation, and maintenance of the system.
- Providing all operating manuals and documents.
- Warranty repair.

## 2.2 Scope of Project and Technical Criteria

2.2.1 Scoping documents for the Psychiatric Urgent Care Center project will include:

- 100% Schematic Design Drawings
- Performance criteria
- Functional and space program
- Materials, systems, and equipment specifications

- Schedule requirement for construction and occupancy of the completed project

2.2.2 Technical and Cost proposals should include at least the following:

- Alternative exterior designs
- Design-Builder may propose alternative materials/structural systems, while maintaining the building configuration
- 100% Design Development Drawings
- Life Cycle Costs for: HVAC and Roofing System
- Construction schedule
- Specifications and descriptions of materials, equipment, and products incorporated in the built work
- Proposed price

2.2.3 Project Description:

**Building Construction:** The preliminary design is based on Type V-B construction. The design basis for the building structure is light wood framing with plywood shear walls and roof deck with the exception of the high space which is based on composite wood and steel brace frames. The exterior façade will consist of Portland cement plaster and may have brick veneer, and plastic composite trim, shade, and trellis elements. A low slope roof system is used and there may be some small areas with concrete tile. Exterior openings will be institutional grade doors and windows. Unit windows will be used except for the lobby area where window wall will be used. Interior will be permanent framed partition with gypsum board finish. Ceilings will be a combination of suspended acoustical tile and gypsum board in some areas. Institutional grade hardware and fixtures will be standard.

**Utilities:** Within the building, typical utility systems for medical office space are the basis of design. The bases of design for HVAC are roof mounted equipment. The building will most likely require fire sprinklers. Utilities including electrical power, low voltage, domestic water, gas, and waste water will be connected to existing infrastructure on the medical center campus when possible. Points of connection may be beyond the immediate area of the sitework.

**Sitework:** There will be concrete hardscape for pedestrian access to the parking lot, outdoor gathering areas, and to public transit. There will be landscape gravel and Decomposed granite areas for water infiltration and outdoor gathering. Landscape planting will include native trees and other plants around the building and throughout the parking area. Two large palm trees will be relocated on site. Asphalt paved parking is included for

staff and visitors of the facility and will include access control. A driveway for drop off to the facility will be included and connect to an existing campus drive. Some improvements to the adjacent existing campus drive for bus access may be included.

**Code Requirements:** The agency of jurisdiction will be the County of Los Angeles Department of Public Works. The applicable code is the 2008 Los Angeles County Building Code which is based on the **2007 California Building Code**. Any offsite elements including utilities will be under the jurisdiction of the City of Los Angeles.

**Environmental/Sustainability requirements:** LEED Silver or higher certification is required for the combination of the building and site. There may be some requirements specific to the construction process to meet the required LEED standards. The minimum energy standard for any element is California Title 24 Energy standards.

### **3. RFP GENERAL CONDITIONS**

#### **3.1 General Conditions:**

This RFP is a solicitation for proposals only, and is neither intended, nor to be construed as, an offer to enter into an agreement or engage in any formal competitive bidding or negotiation pursuant to any statute, ordinance, rule, or regulation. Thus, Public Works reserves the unqualified right to reject any or all proposals for any reason.

#### **3.2 Public Works' Responsibilities:**

Public Works is responsible only for that which is expressly stated in this RFP. Public Works is not responsible for, and shall not be bound by, any representations otherwise made by any individual acting or purporting to act on its behalf.

#### **3.3 Cost of Proposal:**

Public Works shall not in any way be liable or responsible for any costs incurred in connection with the preparation, submittal, or presentation of any proposal submitted in response to this request, beyond any provided stipend, if any.

#### **3.4 Compliance with RFP:**

Responses to this RFP shall be made according to the specifications and instructions contained herein. Failure to adhere to RFP instructions may be cause for rejection of any proposal.



- 3.5 **Truth and Accuracy of Representations:**  
Substantially false, misleading, incomplete, or unresponsive statements and/or failure to adhere to the format herein described may be sufficient cause for rejection. The evaluation and determination of the fulfillment of the above requirement shall be in Public Works sole judgment and shall be final.
- 3.6 **Contract Execution:**  
The resultant negotiated contract terms of this RFP, once approved by the County and sent to the selected firm, shall be executed and returned by the selected firm within ten calendar days from the time of receipt of the contract. Sample of the Design-Build Agreement will be provided with Part B – Technical and Cost Proposal.
- 3.7 **Acceptance of Terms and Conditions:**  
Proposers understand and agree that submittal of a proposal will constitute acknowledgment and acceptance of, and a willingness to comply with, all of the terms, conditions, and criteria contained in this RFP, including attachments and exhibits thereto. Specific items, as denoted in the General Conditions, Section 00700, and Supplementary Conditions, Section 00800 of the Project Manual (provided in Part B – Technical and Cost Proposal), terms and conditions will be negotiated with the successful Proposer prior to contract execution. Any and all parts of the submitted proposal may become part of any resultant contract between the selected Design-Builder and the County.
- 3.8 **Public Works' Changes to RFP:**  
Public Works reserves the right to interpret or change any provisions of this RFP at any time prior to the proposal submittal date. Such interpretations or changes shall be in the form of addenda to this RFP. Such addenda will become part of this RFP and may become part of any resultant contract. Such addenda shall be made available to each person or organization which has received an RFP. Should such addenda require additional information not previously requested, a Proposer's failure to address the requirements of such addenda may result in the Proposer not being considered.

Public Works, at its sole discretion, may determine that a time extension is required for submittal of proposals, in which case an addendum shall indicate the new proposal submittal date.

- 3.9 Proposer Changes to Proposal:  
No changes to the proposals shall be allowed after submittal to Public Works.
- 3.10 Consistency with Laws:  
Any agreement entered into by the Proposer shall be consistent with applicable Federal, State, and local laws.
- 3.11 Public Records Act:  
Responses to this RFP become the exclusive property of Public Works. At such time as Public Works recommends to the Board of Supervisors, and such recommendation appears on the Board Agenda, all proposals submitted in response to this RFP become a matter of public records. Exceptions will be those elements in each proposal which are trade secrets as that term is defined in Government Code Section 6254.7 and which are so marked as "TRADE SECRET," "CONFIDENTIAL," or "PROPRIETARY." Public Works shall not in any way be liable or responsible for the disclosure of any such records including, without limitation, those so marked if disclosure is deemed to be required by law or by an order of the Court. Proposers which indiscriminately identify all or most of their proposal as exempt from disclosure without justification may be deemed unresponsive.
- 3.12 Contacts with County Employees:  
As of the issue date of this RFP and continuing until the final date for submittal of proposals, all Proposers are specifically directed not to hold meetings, conferences, or technical discussions regarding the RFP with County employees. During the submittal period, questions regarding this RFP may be directed in writing to the person indicated in the cover letter or faxed to:

**CONTRACT ADMINISTRATOR**

County of Los Angeles Department of Public Works  
Architectural Engineering Division  
900 South Fremont Avenue, 8th Floor  
Alhambra, California 91803-1331  
Facsimile (626) 979-5311

Questions must be received two weeks prior to the submittal deadline. Any questions received within two weeks of the deadline will not be considered.

Contact with any other County official or employee during the submittal period regarding this RFP may be cause for immediate disqualification of the Proposer.

3.13

**Appeals**

The County has adopted a Countywide Services Solicitation Protest Policy (Board Policy No.5.055) effective May 6, 2004, to address vendor protests on solicitations related to board-approved services Contracts. Appeals related to the solicitation and award of Agreements shall be patterned after, and comply with, the implementation guidelines for that policy. (See Attachment 2, "Prequalification, Ranking and Appeals.")

Timely received notices of appeal will be reviewed, and if determined by the Director to have merit, a hearing shall be conducted. Upon notification of the County's determination, the Design-Builder will be given the opportunity to present information and present reasons in opposition to the rating or scoring. Hearings shall be conducted by a County Review Panel assembled by the Director of Public Works. They shall be conducted so that they are concluded in accordance with the time frames stipulated in the RFP. It is the intention of the County that the project schedule, including the date for the submission and opening of technical and/or cost proposals, remain unchanged by the appeals process. The panel will present their findings to the Director for a decision on the appeal. The decision of the Director may be appealed to the Board.

3.14

**Equals:**

Equals and/or substitutions, described by the Design-Builder in the proposal will be reviewed, evaluated, accepted or rejected, and the proposed price will be adjusted accordingly. The review, evaluation, and price adjustment will be an interactive mutually agreeable process between the Design-Builder and the County. Equals and/or substitutions not described in the proposal will not be considered.

3.15

**Alternatives:**

Alternatives and the corresponding prices described by the Design-Builder in the proposal will be reviewed, evaluated, accepted or rejected, and the proposed price will be adjusted accordingly. The review, evaluation, and price adjustment will be an interactive mutually agreeable process between the Design-Builder and the County. Alternatives not described in the proposal will not be considered.

#### **4. FORMAT OF PROPOSAL**

The response to this RFP must be made according to the requirements set forth in this Section, both for content and for sequence. Noncompliance with these requirements or the inclusion of conditions, limitations, or misrepresentations, may be cause for rejection of the proposal. Proposals submitted shall include six (6) complete copies (five bound copies and one unbound) of the proposal and related information and shall be submitted to:

**CONTRACT ADMINISTRATOR**

County of Los Angeles Department of Public Works  
Architectural Engineering Division  
900 South Fremont Avenue, 8th Floor  
Alhambra, California 91803-1331  
Facsimile (626) 979-5311

Proposals must be received by the date indicated in the cover letter.  
**PROPOSALS RECEIVED BY PUBLIC WORKS AFTER THE STATED DEADLINES MAY NOT BE CONSIDERED FOR EVALUATION. THE COUNTY RESERVES THE RIGHT TO CONSIDER EVALUATION OF LATE PROPOSALS PROVIDED THE PROPOSALS ARE SUBMITTED BEFORE CLOSE OF BUSINESS OF THE DAY FOLLOWING THE SUBMITTAL DATE.**

**4.1 Format of Proposal Summary:**

Proposal submittals for both Part A and Part B shall be organized as indicated below. Specific requirements for each of the Design-Builder's proposal sections are included hereinafter.

**4.1.1 Part A – Pre-Qualification Questionnaire**

- Essential Requirements for Qualification
- Organization, History, Organizational Performance, Compliance with Civil and Criminal Laws
- Financial Capability
- Licenses
- History of the business and organizational performance
- Compliance with occupational safety and health laws, workers' compensation and other labor legislation
- County required certifications
- Experience with relevant projects
- Completion of recent projects and quality of performance.
- Oath of Truthfulness

4.1.2 **Part B – Technical And Cost Proposal** – to be submitted only upon request of the County. See Section 1.5 of this RFP for the selection and invitation process for Part B Proposals.

- Cover Letter
- Corporate Documentation
- Construction expertise
- Skilled labor force availability
- Acceptable safety record
- The proposed key individuals and proposed subcontractors
- The proposed work plan
- The design and construction schedule
- Liability and risk for cost containment and project completion time
- Life cycle costs
- Technical Proposal
- Proposed price (in a separate sealed envelope.)
- **Cover Letter** – The cover letter shall include the name and address of the organization submitting the proposal; whether the proposing firm is an individual, partnership, corporation, or joint venture; and the name, address, and telephone number of the contact person who will be authorized to make representations for the organization.
- **Corporate Documentation** – Shall include relevant information regarding organizational stability and strength, including a description/statement of the organization (e.g.), sole proprietorship, partnership, corporation, joint venture, etc.
- **Technical Design and Construction Expertise** –
  - A list of projects which indicate related experience in providing the required services. Include a list of references and respective phone numbers.
- **Skilled Labor Force Availability** –
  - Identify the availability of the required labor force to implement the project to the proper quality standards and on the proposed schedule
  - Describe your agreement with an approved apprenticeship program in accordance with the

County requirements as outlined in Exhibit G –  
Design-Build Manual

- **Acceptable Safety Record** – Proposer to provide an outline of its safety record including a demonstration of:
  - Experience Modification Rate for the most recent 3 year period (must be an average of 1.0 or less)
  - Total recordable injury / illness rate.
  - Lost work rate for the most recent 3 year period.
  - All must be in accordance with the description in Exhibit G – Design-Build Manual
- **The proposed Key Individuals and Proposed Subcontractors**
  - Designation of an experienced senior individual as the supervisor/administrator of the Design-Builder's staff who will be responsible for the delivery of services in accordance with the established Scope of Services in the Design-Builder Agreement with the County. Provide information including relevant experience, professional certification, license, registration, education, and past relevant projects and Design-Build experience.
  - Identification of principal staff members including major subcontractors/subconsultants. Provide information on key individuals providing the offered services including relevant experience, professional certification/license/registration, education, and past relevant projects and Design-Build experience. The successful Design-Builder shall not remove or replace major (0.5% or more of proposed price) subcontractor/subconsultant team members without prior consent of Public Works. The successful Design-Builder shall submit names and resumes for Public Works' approval 30 calendar days prior to the effective date of a personnel change.
  - Provide staffing and resources management plans for Design-Builder and each subcontractor /subconsultant which identify specific tasks and the level of effort and the number of hours required for the services required for the Project. Describe your

current workload and capability / commitment to complete the Scope of Services in accordance with project schedules.

- **The Proposed Work Plan** – Work plan and standard services shall include the Proposer's approach to providing the service deliverables described in Section 2, Scope of Services, of this RFP. The work plan will follow the guidelines in the Design-Build Manual and outline how the Proposer intends to provide and manage the resources necessary to accomplish the Scope of Services including:
  - Provide a Work Plan for all services as outlined in Section 2 for the whole Project. The typical Work Plan shall indicate activities in support of the required services, including quality control reviews and participation of subcontractors/subconsultants.
  - Provide a detailed description of architectural/engineering resources to be used on the Project and overall Project control methodology. Provide a detailed description of the commissioning plan, as well as a description of the proposed permitting process.
- **Design and Construction Schedule** –
  - Provide a detailed design and construction schedule CPM timeline, identifying critical milestones and number of days to complete Project, from the Notice To Proceed to an operational Project. No single activity to exceed a 30-day duration. Design-Builder shall identify 30 days of float to be used at the discretion of the County.
- **Liability and Risk for Cost Containment and Project Completion Timeline** – Clarification to be provided with Part B invitation.
- **Life Cycle Costs** – Clarification to be provided with Part B invitation.
- **Proposed Price** – Costs: Provide a breakdown of the Project costs, including (but not limited to):
  - Design

- Permits and Regulatory Requirements
- Construction & Administration
- CSI Construction Cost Summary Form I
- Design-Builder's Contingency
- Design-Builder's Fee
- Architect / Engineer's Fee
- The Design-Builder's fee for construction will be identified separately as a lump sum. The Design-Builder's fee portion will be divided by the construction cost to establish a percentage. The calculated percentage will be utilized to determine the Design-Builder's fee for additional scope of work change order items and extended duration as may be authorized by Public Works over the course of the Project.
- Complete and submit the attached CSI Construction Cost Summary (Form I.)

## 5. **EVALUATION CRITERIA**

Public Works reserves the right to waive minor deficiencies and irregularities. Proposals will be evaluated on a best value basis to the County. The Part A rating criteria outlined in this section will be used to rank all interested parties and determine the top three proposers according to their scores as evaluated by the Project Evaluation Committee. The top three proposers will be invited to participate in Part B of the bid process. Part B rating criteria (to be provided) will be used to select the eventual Design-Builder for the project.

### 5.1 **Part A - Pre-Qualification Questionnaire**

The purpose of this RFP Questionnaire is to provide the Project Evaluation Committee with sufficient information to determine if a Design-Builder is responsible to satisfactorily perform the proposed work. Used in this context, the term Responsible has reference to trustworthiness, as well as quality, fitness, capacity, experience, and ability of the Design-Builder to satisfactorily perform the work.

The Part A submission must be complete, in the correct format, and submitted in accordance with the established schedule. All applicable



portions of the attached forms should be completed, with attachments if the space provided is not sufficient. Any submittal failing to clearly present all of the requested information, or failing to be in the format requested, may be considered nonresponsive, and rejected on that basis.

5.1.1 The Pre-Qualification questionnaire is comprised of four (4) parts, a Commitment to Propose statement and an Oath of Truthfulness:

- Part 1: Addresses the technical requirements necessary to meet the minimum baseline qualifications for Design-Build work as set forth by the County.
- Part 2: Design-Builder must submit a list of County required certifications necessary to provide services to the County.
- Part 3: Addresses the organization, structure and history of the Design-Builder.
- Part 4: Provides the opportunity for the Design-Builder to demonstrate experience with similar types of projects as either a Design Build entity, traditional design- or construction firm, along with a chance to highlight other positive information that the Design-Builder deems beneficial to the project and should be considered by the County.
- Commitment To Propose: The Design-Builder must certify that it will provide a full and complete proposal for the project. The statement is a pass/fail statement, and any proposer that will not verify a commitment to provide a full and complete proposal will not be invited for Part B.
- Oath of Truthfulness: The Contractor Member and the Architect member of the Design-Builder must both declare under penalty of perjury under the laws of the State of California, that the information provided in this RFP is correct. Additionally, providing false information in this RFP is, in itself, grounds for disqualification.

5.1.2 Part A submittals will be evaluated by the Project Evaluation Committee as follows:

- A "pass/fail" evaluation will be made of each response received for Part 1 to determine whether the Design-Builder has met the minimum essential qualifications. Failure to include all of the mandatory pass/fail requirements may be cause for disqualifying the proposer as nonresponsive.

- Part 2, County required certifications, will be evaluated for completeness on a "pass/fail" basis, and failing submissions may be cause for disqualifying the proposer as nonresponsive.
- Proposers that have submitted all required information will be determined to be Responsive to the pre-qualification requirements.
- Questions from the Pre-Qualification Questionnaire (Parts 3 and 4) will then be scored and totaled for all proposers that have been determined to be Responsive.
- The three highest scored proposers will then be invited to submit the Part B - Technical and Cost Proposals.

**Summary of Evaluation Process:**

Part 1 - Essential Requirements for Qualification	Pass / Fail
Part 2 - County required certifications	Pass / Fail
Part 3 - Business History and Organization.	See Exhibit A for scored questions and criteria.
Part 4 – Project Experience History	See Exhibit A for scored questions and criteria.

- 5.2 **Part B-Technical and Cost Proposal:**  
**Invitations for Part B – Technical and Cost proposals will include**  
 Scoring criteria for Part B proposals and Exhibits B through G identified herein.

**5.2.1 Oral Presentation:**

Details of oral presentation will be provided with Part B – Technical and Cost Proposal.

**5.2.2 Negotiations with the Most Advantageous Proposer – Rules and Procedures:**

Once the evaluation committee makes a determination of the proposals ranked from most advantageous to the least, the proposers will be informed. Good faith negotiations will begin with the most advantageous Design-Builder.

**5.2.3 Terms and Conditions of the Contract:**

All items noted as negotiable in Part B – Technical and Cost Proposals will be reviewed, evaluated, accepted or rejected, and the proposed terms and conditions will be adjusted accordingly.

**5.2.4 Work Plan:**

The Work Plan proposed by the Design-Builder will be adjusted as mutually agreed to incorporate the accepted Equals, Alternatives, and Terms and Conditions of the Contract.

**5.2.5 Schedule and Schedule of Values:**

The schedule proposed by the Design-Builder will be adjusted as mutually agreed to incorporate the accepted Equals, Alternatives, Terms and Conditions of the Contract, and the Work Plan. The schedule will then be cost loaded and reconciled to the Schedule of Values proposed and become the baseline schedule for performance of the Work and Payments.

The County at conclusion of these Negotiations may file a recommendation with the Board of Supervisors to Award the Design-Build contract to the most advantageous proposer.

**Exhibit A**

**Part A**

**DESIGN-BUILD  
PREQUALIFICATION  
QUESTIONNAIRE**

**PSYCHIATRIC URGENT CARE CENTER PROJECT  
AT  
THE OLIVE VIEW-UCLA MEDICAL CENTER CAMPUS**

**SPECS 6893; C.P. 69545**

**APRIL 16, 2008**

**LOS ANGELES COUNTY  
DEPARTMENT OF PUBLIC WORKS  
900 SOUTH FREMONT AVENUE  
ALHAMBRA, CA 91803**

**CONTACT INFORMATION**

- PART 1:     ESSENTIAL REQUIREMENTS FOR PRE-QUALIFICATION**
- PART 2:     ORGANIZATION, HISTORY, ORGANIZATIONAL PERFORMANCE  
AND COMPLIANCE WITH CIVIL AND CRIMINAL LAWS**
- PART 3:     LOS ANGELES COUNTY REQUIRED CERTIFICATIONS**
- PART 4:     RECENT CONSTRUCTION PROJECTS COMPLETED**
- PART 5:     COMMITMENT TO PROPOSE**
- PART 6:     OATH OF TRUTHFULNESS**

## CONTACT INFORMATION

Firm Name: \_\_\_\_\_ Check One: ☐ Corporation  
(as it appears on license) ☐ Partnership  
☐ Sole Prop.  
☐ Joint Venture  
☐ Other

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

If firm is a sole proprietor or partnership:

Owner(s) of Company \_\_\_\_\_

Contractor's License Number(s):  
\_\_\_\_\_  
\_\_\_\_\_

Include **completed** Prequalification Questionnaire **for each of the following checked boxes**:

- ☐ Architect
- ☐ Structural Engineer
- ☐ Mechanical Engineer
- ☐ Plumbing Engineer
- ☐ Electrical Engineer
- ☐ Other Engineer(s) \_\_\_\_\_ (Include each >0.5% of Cost)
- ☐ Excavation Contractor
- ☐ Mechanical Contractor
- ☐ Plumbing Contractor
- ☐ Electrical Contractor
- ☐ Security Contractor
- ☐ Other Contractor(s) \_\_\_\_\_ (Include each >0.5% of Cost)

**Note: Each question below is followed by an indication of who needs to respond as follows: Prime only (the Construction contractor member of the Design-BUILDER); Prime and A/E (the Contractor member of the Design-BUILDER and the architect and engineers of record); All (the Design-BUILDER and all named subcontractors).**

## **PART 1      ESSENTIAL REQUIREMENTS FOR PRE-QUALIFICATION**

The Design-Builder will be immediately disqualified if the answer to any of questions 1.1 through 1.8, including any subparts (i.e., 1.2a, 1.2b, or 1.2c) is "No".

The Design-Builder will be immediately disqualified if the answer to any of questions 1.9, 1.10, 1.11 or 1.12 is "Yes".<sup>1</sup>

**The County reserves the right to ask for any additional information based on the responses provided, and will use this information, along with any other relevant information, to evaluate whether or not the Design-Builder is responsible to perform the proposed work.**

- 1.1 Design-Builder possesses a valid and current California Contractor's license for the project or projects for which it intends to submit a bid. **Prime**  
☐ Yes      ☐ No
- 1.2 Design-Builder has attached a notarized statement from an admitted surety insurer (approved by the California Department of Insurance) confirming that the Design-Builder has the capacity to provide the following insurance policies:
- 1.2.a Comprehensive general liability insurance policy specific to the Proposed Project, with a policy limit of at least \$2,000,000 per occurrence, \$4,000,000 aggregate and \$4,000,000 for products/completed operation aggregate. **Prime**  
☐ Yes      ☐ No
- 1.2.b Professional liability insurance policy specific to the Proposed Project with a policy limit of at least \$2,000,000 per occurrence and \$4,000,000 aggregate for work on a Design-Build Contract. **Prime & A/E**  
☐ Yes      ☐ No
- 1.2.c Automobile insurance policy specific to the Proposed Project with a policy limit of at least \$2,000,000 per accident. **Prime & A/E**  
☐ Yes      ☐ No
- 1.3 Design-Builder and all subcontractors have current workers' compensation insurance policy as required by the Labor Code or is legally self-insured pursuant to Labor Code section 3700 et. seq. **All**  
☐ Yes      ☐ No

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<sup>1</sup> A contractor disqualified solely because of a "Yes" answer given to question 1.9, 1.10, or 1.12 may appeal the disqualification and provide an explanation of the relevant circumstances during the appeal procedure.

- 1.4 Have you attached a copy of a reviewed or audited financial statement with accompanying notes and supplemental information for the last three fiscal years.<sup>2</sup> **Prime only**

☐ Yes ☐ No

**NOTE: A financial statement that is neither reviewed nor audited is not acceptable. A letter verifying availability of a line of credit may also be attached; however, it will be considered as supplemental information only, and is not a substitute for the required financial statement.**

- 1.5 Have you attached a notarized statement from an admitted surety insurer (approved by the California Department of Insurance) and authorized to issue bonds in the State of California, which states: (a) that your current bonding capacity is sufficient for the project for which you seek Prequalification, and (b) the amount of your current available bonding capacity?<sup>3</sup> **Prime only**

☐ Yes ☐ No

**NOTE: Notarized statement must be from the surety company, not an agent or broker.**

- 1.6 Does the Contractor Member of the Design-Builder possess a valid and current license required for the proposed project? **Prime only**

☐ Yes ☐ No

List all California construction license numbers, classifications and expiration dates of the California contractor licenses held by your firm: **All**

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- 1.7 Does the Architect Member of the Design-Builder possess a valid and current California Architect's Registration? **A/E**

☐ Yes ☐ No

- 1.8 Has your firm maintained an Experience Modification Rate (EMR) with an average of 1.2 or less for the last three premium years?

☐ Yes ☐ No **Prime only**

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<sup>2</sup> Public Contract Code section 20101(e) exempts from this requirement a contractor who has qualified as a small business pursuant to Government Code section 14837(d)(1), if the bid is "no more than 25 per cent of the qualifying amount provided in section 14837(d)(1)." As of January 1, 2001, the qualifying amount is \$10 million, and 25 per cent of that amount, therefore, is \$2.5 million.

<sup>3</sup> An additional notarized statement from the surety may be requested by the County at the time of submission of a bid, if this prequalification package is submitted more than 60 days prior to submission of the bid.



**NOTE: If the Design-Builder is a joint venture, provide the EMR for every member of the joint venture for each of the last 3 premium years. The combined weighted average EMR of the joint venture has to be 1.20 or less for the 3 most recent premium years.**

**Attach a copy of your worker's compensation insurance carrier's Experience Modification Rate (EMR) letter for the last three premium years.**

Attach a separate sheet for the Design-Builder or each member (as appropriate) indicating the following information:

EMR year 1: \_\_\_\_\_  
EMR year 2: \_\_\_\_\_  
EMR year 3: \_\_\_\_\_  
3 year EMR average: \_\_\_\_\_

- 1.9 Has your contractor's license been revoked at any time in the last five years? **All**  
☐ Yes ☐ No

**NOTE: Any proposed subcontractors that have had their contractor's licenses revoked in the last 5 years, will disqualify the Design-Builder.**

- 1.10 Has a surety firm completed a contract on your behalf, or paid for completion because your firm was default terminated by the project owner within the last five (5) years? **Prime only**  
☐ Yes ☐ No

- 1.11 At the time of submitting this prequalification form, is your firm ineligible to bid on or be awarded a public works contract, or perform as a subcontractor on a public works contract, by any public entity/agency. **All**  
☐ Yes ☐ No

**NOTE: If you are currently debarred and the debarment period will end prior to the proposed contract award date, you may answer no to the question and indicate the current debarment beginning and end dates on a separate sheet of paper.**

- 1.12 At any time during the last five years, has your firm, or any of its owners or officers been convicted of a crime involving the awarding of a contract of a government construction project, or the bidding or performance of a government contract? **All**  
☐ Yes ☐ No

## **PART 2      LOS ANGELES COUNTY REQUIRED CERTIFICATIONS**

The Design-Builder must fill and attach all forms listed below as part of the Pre-Qualification submittal package. This is a Pass/Fail requirement. Failure to comply with this requirement will result in a determination that the Design-Builder is non-responsive and the submission will not be scored. The County reserves the right, at its own discretion, to request any missing information and may allow the proposer to complete any such information prior to the final determination of the highest ranked firms.

**The following questions (2.1 through 2.20) are all Pass / Fail questions**

The following County required forms are complete, signed, and attached:

☐ Yes      ☐ No

- 2.1 Request for Local Small Business Enterprise (SBE) Preference Program Consideration and Community Business Enterprise (CBE) Firm/Organization Information Form  
☐ Yes      ☐ No
- 2.2 Los Angeles County Community Business Enterprise (CBE) Program Firm/Organization Information  
☐ Yes      ☐ No
- 2.3 Proposer's Organization Questionnaire/Affidavit  
☐ Yes      ☐ No
- 2.4 Los Angeles County Community Business Enterprise (CBE) Program Combined Totals for Lead Firms and Subconsultants  
☐ Yes      ☐ No
- 2.5 Avoidance of Conflict of Interest  
☐ Yes      ☐ No
- 2.6 Proposer's EEO Certification  
☐ Yes      ☐ No
- 2.7 Familiarity with the County Lobbyist Ordinance Certification  
☐ Yes      ☐ No
- 2.8 Attestation of Willingness to Consider Greater Avenues for Independence/General Relief Opportunity for Work (GAIN/GROW) Participants  
☐ Yes      ☐ No

- 2.9 3-Year Contracting History  
☐ Yes ☐ No
- 2.10 False Claims  
☐ Yes ☐ No
- 2.11 False Claims Act Violations Information  
☐ Yes ☐ No
- 2.12 Civil Litigation History  
☐ Yes ☐ No
- 2.13 Civil Litigation History Information  
☐ Yes ☐ No
- 2.14 Criminal Convictions  
☐ Yes ☐ No
- 2.15 Criminal Convictions Information  
☐ Yes ☐ No
- 2.16 County of Los Angeles Contractor Employee Jury Service Program Application  
for Exception and Certification Form  
☐ Yes ☐ No
- 2.17 Debarments  
☐ Yes ☐ No
- 2.18 Debarment Information  
☐ Yes ☐ No
- 2.19 Labor Law/Payroll Violations  
☐ Yes ☐ No
- 2.20 Labor Law/Payroll Violations Information  
☐ Yes ☐ No

**PART 3      ORGANIZATION, HISTORY, ORGANIZATIONAL PERFORMANCE  
AND COMPLIANCE WITH CIVIL AND CRIMINAL LAWS**

**Current Organization and Structure of the Design-Builder**

**2.21   For Firms That Are Corporations:**

2.21.a Date incorporated : \_\_\_\_\_

2.21.b Under the laws of what state: \_\_\_\_\_

2.21.c Provide all the following information for each person who is either (a) an officer of the corporation (president, vice president, secretary, and treasurer), or (b) the owner of at least ten percent of the corporation's stock.

Name	Position	Years with Co.	% Owners hip

2.21.d Identify every construction firm that any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.

***NOTE: For this question, "owner" and "partner" refer to ownership of ten (10) percent or more of the business, or ten (10) percent or more of its stock, if the business is a corporation.***

Person's Name	Construction Firm	Dates of Person's Participation with Firm

2.21.e If your firm has operated under any other business names and/or business licenses during the last five years, provide those names and licenses below.

Firm Name	License	Years in Operation

**2.22 For Firms That Are Partnerships:**

2.22.a Date of formation: \_\_\_\_\_

2.22.b Under the laws of what state: \_\_\_\_\_

2.22.c Provide all the following information for each partner who owns 10 per cent or more of the firm.

Name	Position	Years with Co.	% Owners hip

2.22.d Identify every construction company that any partner has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.

**NOTE: For this question, "owner" and "partner" refer to ownership of ten (10)percent or more of the business, or ten (10)percent or more of its stock, if the business is a corporation.**

Person's Name	Construction Company	Dates of Person's Participation with Company

2.22.e If your firm has operated under any other business names and/or business licenses during the last five years, provide those names and licenses below.

Firm Name	License	Years in Operation

**2.23 For Firms That Are Sole Proprietorships:**

2.23.a Date of commencement of business. \_\_\_\_\_

2.23.b Social security number of company owner. \_\_\_\_\_

2.23.c Identify every construction firm that the business owner has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.

**NOTE: For this question, "owner" and "partner" refer to ownership of ten (10) percent or more of the business, or ten (10) percent or more of its stock, if the business is a corporation.**

Person's Name	Construction Company	Dates of Person's Participation with Company

2.23.d If your firm has operated under any other business names and/or business licenses during the last five years, provide those names and licenses below.

Firm Name	License	Years in Operation

**2.24 For Firms That Intend to Make a Bid as Part of a Joint Venture:**

2.24.a Date of commencement of joint venture. \_\_\_\_\_

2.24.b Provide all of the following information for each firm that is a member of the joint venture that expects to bid on the project:

Name of firm	% Ownership of Joint Venture

**History of the Business and Organizational Performance**

This section includes additional questions regarding the business performance. Some questions are for information only; however, Design-Builder may be disqualified if it fails to completely or accurately answer these questions. The County reserves the right to ask for any additional information based on the responses provided, and may use this information, along with any other relevant information, to evaluate whether or not the Design-Builder is responsible to perform the proposed work. Thirty-three (30) questions in Parts 2 and 4, include scoring criteria that will be used to evaluate the ranking of the candidates.

Please refer to Section 6 - Evaluation Criteria of the RFP for the overall scoring criteria.

2.25 Has there been any change in ownership of the firm at any time during the last three years? **Prime only – Information only**

**NOTE: A corporation whose shares are publicly traded is not required to answer this question.**

☐ Yes      ☐ No      If "yes," explain on a separate signed page.

2.26 Is the firm a subsidiary, parent, holding company or affiliate of another construction firm? **Prime only – Information only**

**NOTE: Include information about other firms if one firm owns 50 per cent or more of another, or if an owner, partner, or officer of your firm holds a similar position in another firm.**



☐ Yes      ☐ No    If "yes," explain on a separate signed page.

- 2.27 Are any corporate officers, partners or owners connected to any other construction firms? **Prime only – Information only**

**NOTE: Include information about other firms if an owner, partner, or officer of your firm holds a similar position in another firm.**

☐ Yes      ☐ No    If "yes," explain on a separate signed page.

- 2.28 Does your firm have the qualified, experienced key personnel available to work on the proposed project during the indicated time period. The required positions include, but are not limited to Project Executive, Project Manager, Project Engineers, Project Superintendents and Design Architects and Engineers.

☐ Yes      ☐ No    **Prime and A/E – Information Only**

- 2.29 How many years has your organization been in business in California as a contractor under your present business name and license number? Years **Prime only**

**3 years or less = 2 points**

**4 years = 3 points**

**5 years = 4 points**

**6 years or more = 5 points**

- 2.30 Is your firm currently the debtor in a bankruptcy case? **Prime only**

☐ Yes      ☐ No

If "yes," please attach a copy of the bankruptcy petition, showing the case number, and the date on which the petition was filed.

**"No" = 3 points"      "Yes" = 0 points**

- 2.31 Was your firm in bankruptcy at any time during the last five years? **Prime only**  
(This question refers only to a bankruptcy action that was not described in answer to question 2.9, above)

☐ Yes      ☐ No

If "yes," please attach a copy of the bankruptcy petition, showing the case number and the date on which the petition was filed, and a copy of the Bankruptcy Court's discharge order, or of any other document that ended the case, if no discharge order was issued.

**"No" = 3 points"      "Yes" = 0 points**

## **Licenses**

- 2.32 If any of your firm's license(s) are held in the name of a corporation or partnership, list below the names of the qualifying individual(s) listed on the Contractor's State License Board (CSLB) records who meet(s) the experience and examination requirements for each license. **All – Information only**
- 
- 

- 2.33 Has any CSLB license held by your firm or its Responsible Managing Employee (RME) or Responsible Managing Officer (RMO) been suspended within the last five years? **Prime only**

☐ Yes ☐ No

If "yes" please explain any mitigating circumstances on a separate signed sheet.

**No = 5 points Yes = 0 points**

***(The County reserves the right to consider the circumstances identified and the extent to which points should be reinstated based on such mitigating circumstances.)***

- 2.34 Has the Architect Member of the Design-Builder had their California Architect's Registration revoked at any time in the last five years?

☐ Yes ☐ No If "yes," please explain on a separate signed sheet.

**No = 5 points Yes = 0 points**

***(The County reserves the right to consider the circumstances identified and the extent to which points should be reinstated based on such mitigating circumstances.)***

- 2.35 Provide a listing of any violations of the Contractors' State License (Chapter 9 commencing with Section 7000 of Division 3 of the Business and Professions Code), including violations related to the payment of wages, benefits, apprenticeship requirements, or personal income tax withholding, or of Federal Insurance Contribution Act (FICA) withholding requirement settled against any member of the Design-Builder. **Information only.**

- 2.36 Have you attached a list of names and positions of your firm's RME and/or RMO for the last five years? **Prime only – Information only**

☐ Yes ☐ No

## **Disputes**

- 2.37 At any time in the last five years has your firm been assessed and required to pay liquidated damages of more than 30 days following completion of a project under a construction contract with either a public or private owner? **Prime only**  
☐ Yes ☐ No

If yes, explain on a separate signed page, identifying all such projects by owner, owner's address, the date of completion of the project, amount of liquidated damages assessed and all other information necessary to fully explain the assessment of liquidated damages.

***No projects with liquidated damages of more than 30 days = 5 points.  
One project with liquidated damages of more than 30 days = 4 points.  
Two projects with liquidated damages of more than 30 days = 3 points  
Any other answer: no points***

- 2.38 In the last five years has your firm, or any firm with which any of your company's owners, officers or partners was associated, been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government agency or public works project for any reason? **Prime only**  
***NOTE: "Associated with" refers to another construction firm in which an owner, partner or officer of your firm held a similar position, and which is listed in response to question 1c or 1d on this form.***  
☐ Yes ☐ No

If "yes," explain on a separate signed page. State whether the firm involved was the firm applying for prequalification here or another firm. Identify by name of the company, the name of the person within your firm who was associated with that company, the year of the event, the owner of the project, the project and the basis for the action.

***No = 5 points      Yes = 0 points***

- 2.39 In the last five years has your firm been denied an award of a public works contract based on a finding by a public agency that your company was not a responsible bidder? **Prime only**  
☐ Yes ☐ No

If "yes," explain on a separate signed page. Identify the year of the event, the owner, the project and the basis for the finding by the public agency.

***No = 5 points      Yes = 0 points***

\* \* \* \* \*

The following two questions refer only to disputes between your firm and the owner of a project. You need not include information about disputes between your firm and a supplier, another contractor, or subcontractor. Also, you may omit reference to all disputes with amounts of less than \$50,000.

- 2.40 In the past five years has any claim against your firm concerning your firm's work on a construction project been filed in court or arbitration? **Prime only**

☐ Yes ☐ No

If "yes," on separate signed sheet of paper identify the claim(s) by providing the project name, date of the claim, name of the claimant, a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim (pending or, if resolved, a brief description of the resolution). **Prime only – Information only**

- 2.41 In the past five years has your firm made any claim against a project owner concerning work on a project or payment for a contract and filed that claim in court or arbitration? **Prime only – Information only**

☐ Yes ☐ No

If "yes," on separate signed sheets of paper identify the claim by providing the project name, date of the claim, name of the entity (or entities) against whom the claim was filed; a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim (pending, or if resolved, a brief description of the resolution).

- 2.42 At any time during the past five years, has any surety company made any payments on your firm's behalf as a result of a default, to satisfy any claims made against a performance or payment bond issued on your firm's behalf, in connection with a construction project, either public or private? **Prime & A/E**

☐ Yes ☐ No

If "yes," explain on a separate signed page the amount of each such claim (payment), contract value, the name and telephone number of the claimant, the date of the claim, the grounds for the claim, the present status of the claim, the date of resolution of such claim if resolved, the method by which such was resolved if resolved, the nature of the resolution and the amount, if any, at which the claim was resolved.

**Note: Any payment ranging from 0% to 5% will be counted as 1 claim, any payment in excess of 5% of the contract value will be counted as 2 claims for the scoring of this question. Any payment in excess of 10% of the contract value will be counted as 3 claims for the scoring of this question.**

***If your firm's average gross revenue for the last three years was less than \$50 million scoring is as follows:***

***5 points for either "No" indicating no such claim.  
3 points for "Yes" indicating 2 such claims.  
Subtract five points for "Yes" if more than 3 or more such claims.***

***If your firm's average gross revenue for the last three years was more than \$50 million, scoring is as follows:***

***5 points for either "No" or a "Yes" indicating 1 such claim.  
4 points for "Yes" indicating 2 such claims.  
3 points for "Yes" indicating up to 4 such claims.  
Subtract five points for "Yes" indicating 6 or more such claims.***

- 2.43 In the last five years has any insurance carrier, for any form of insurance, refused to renew the insurance policy for your firm? **Prime and A/E**  
☐ Yes      ☐ No

If "yes," explain on a separate signed page. Name the insurance carrier, the form of insurance, the year of the refusal and any justification provided (include copies of this justification). In a separate sheet, explain reason for the denial and provide a copy of the denial letter. The County reserves the right to reinstate points based on the responses provided.

***5 points for "No".  
4 points for "Yes" indicating 1 such instance  
3 points for "Yes" indicating 2 such instances.  
0 points for "Yes" or if more than 2 such instances.***

### **Criminal Matters and Related Civil Suits**

- 2.44 Has your firm or any of its owners, officers or partners ever been found liable in a civil suit or found guilty in a criminal action for making any false claim or material misrepresentation to any public agency or entity? **Prime only**

☐ Yes ☐ No

**No = 5 points Yes = subtract 5 points**

- 2.45 Has your firm or any of its owners, officers or partners ever been convicted of a crime involving any federal, state, or local law related to construction? **Prime and A/E**

☐ Yes ☐ No

**No = 5 points Yes = subtract 5 points**

- 2.46 Has your firm or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty? **Prime and A/E**

☐ Yes ☐ No

**No = 5 points Yes = subtract 5 points**

### **Bonding**

- 2.47 Have you attached a notarized letter from your surety identifying the name of the company, name of the agent, address and telephone number, bonding capacity, and bond premium rate for a performance and payment bond for the last three fiscal years? **Prime only – Information only**

☐ Yes ☐ No

### **Compliance with Occupational Safety and Health Laws and with Other Labor Legislation Safety**

- 2.48 Has CAL OSHA cited and assessed penalties against your firm for any “serious,” or “willful” violations, as determined by OSHA, of its safety or health regulations in the past five years? (CAL OSHA Act 1973) **Prime only**

**NOTE: If you have filed an appeal of a citation, and the Occupational Safety and Health Appeals Board has not yet ruled on your appeal, you need not include information about it.**

☐ Yes ☐ No

If “yes,” attach a separate signed page describing the citations, including information about the dates of the citations, the nature of the violation, the project on which the citation(s) was or were issued, and the amount of penalty paid, if any. If the citation was appealed to the Occupational Safety and Health Appeals Board and a decision has been issued, state the case number and the date of

the decision.

***If the firm's average gross revenue for the last three years was less than \$50 million, scoring is as follows:***

***5 points for "No".***

***4 points for "Yes" indicating 1 such instance.***

***3 points for "Yes" indicating 2 such instances.***

***0 points for "Yes" if more than 2 such instances.***

***If your firm's average gross revenue for the last three years was more than \$50 million, scoring is as follows:***

***5 points for either "No" or "Yes" indicating 1, or 2 such instances.***

***3 points for "Yes" indicating either 3 or 4 such instances.***

***0 points for "Yes" if more than 4 such instances***

- 2.49** Has the Federal Occupational Safety and Health Administration cited and assessed penalties against your firm in the past five years? (OSHA Act 1970)  
**Prime only**

***NOTE: If you have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.***

☐ Yes      ☐ No

If "yes," attach a separate signed page describing each citation.

***If the firm's average gross revenue for the last three years was less than \$50 million, scoring is as follows:***

***5 points for "No".***

***4 points for "Yes" indicating 1 such instance.***

***3 points for "Yes" indicating 2 such instances.***

***0 points for "Yes" if more than 2 such instances.***

***If your firm's average gross revenue for the last three years was more than \$50 million, scoring is as follows:***

***5 points for either "No" or "Yes" indicating 1, or 2 such instances.***

***3 points for "Yes" indicating either 3 or 4 such instances.***

***0 points for "Yes" if more than 4 such instances***

- 2.50 Has the Environmental Protection Agency (EPA) or any Air Quality Management District or any Regional Water Quality Control Board or any other environmental regulatory agency cited and assessed penalties of more than \$25,000 against either your firm or the owner of a project as a consequence of your firm's work, in the past five years? **Prime only**

**NOTE: If you have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.**

☐ Yes ☐ No

If "Yes" attach a separate signed page describing each citation.

**0 points for "Yes"**

**5 points for "No"**

- 2.51 Do you have a written safety program and is a copy attached? **Prime only**

☐ Yes ☐ No

**5 points for "Yes"**

**0 points for "No"**

- 2.52 Within the last five years has there ever been a period when your firm had employees but was without workers' compensation insurance or State-approved self-insurance? **Prime only**

☐ Yes ☐ No

If "yes," please explain the reason for the absence of workers' compensation insurance on a separate signed page. If "No," please provide a statement by your current workers' compensation insurance carrier that verifies periods of workers' compensation insurance coverage for the last five years. (If your firm has been in the construction business for less than five years, provide a statement by your workers' compensation insurance carrier verifying continuous workers' compensation insurance coverage for the period that your firm has been in the construction business.)

**5 points for "No"**

**3 points for "Yes" indicating 1 such instance of no more than 30 days in length.**

**0 points for any instance greater than 30 days or two or more instances of any length.**



**Prevailing Wage and Apprenticeship Compliance Record**

- 2.53 Has there been more than one instance (1 identified occurrence involving up to 5 employees) during the last five years in which your firm was required to pay penalties for your own firm's failure to comply with the State's prevailing wage laws? **Prime only**

**NOTE: This question refers only to your own firm's violation of prevailing wage laws, not to violations of the prevailing wage laws by a subcontractor.**

☐ Yes ☐ No

If "yes," attach a separate signed page or pages, describing **how many instances occurred (each instance is defined as an occurrence involving a maximum of 5 employees; i.e. 1 time with 7 employees would be counted as 2 instances) that resulted in penalties.**

**If your firm's average gross revenue for the last three years was less than \$50 million, scoring is as follows:**

**5 points for "No"**

**4 points for "Yes" indicating 1 such instance.**

**3 points for "Yes" indicating 2 such instances.**

**0 points for "Yes" indicating 3 or more such instances.**

**If your firm's average gross revenue for the last three years was more than \$50 million, scoring is as follows:**

**5 points for either "No", or "Yes" indicating 1 such instances,**

**4 points for "Yes" indicating either 2 such instances**

**3 points for "Yes" indicating either 3 or 4 such instances.**

**0 points for "Yes" indicating 5 or more such instances**

- 2.54 During the last five years, has there been more than one instance (1 identified occurrence involving up to 5 employees) in which your own firm has been penalized or required to pay penalties for failure to comply with the Federal Davis-Bacon prevailing wage requirements? **Prime only**

☐ Yes ☐ No

If "yes," attach a separate signed page or pages describing **how many instances occurred (each instance is defined as an occurrence involving a maximum of 5 employees; i.e. 1 time with 7 employees would be counted as 2 instances) that resulted in penalties.**

***If your firm's average gross revenue for the last three years was less than \$50 million, scoring is as follows:***

***5 points for "No"***

***4 points for "Yes" indicating 1 such instance.***

***3 points for "Yes" indicating 2 such instances.***

***0 points for "Yes" indicating 3 or more such instances.***

***If your firm's average gross revenue for the last three years was more than \$50 million, scoring is as follows:***

***5 points for either "No", or "Yes" indicating 1 such instances,***

***4 points for "Yes" indicating either 2 such instances***

***3 points for "Yes" indicating either 3 or 4 such instances.***

***0 points for "Yes" indicating 5 or more such instances***

- 2.55** Provide the name, address and telephone number of the apprenticeship program (approved by the California Apprenticeship Council) from whom you intend to request the dispatch of apprentices to your company for use on any public work project for which you are awarded a contract by the County of Los Angeles?  
**Prime only**

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***5 points if at least one approved apprenticeship program is listed. 0 points for any other answer.***

### **PART 3 RECENT CONSTRUCTION PROJECTS COMPLETED**

In this section the County is asking questions relevant to the Design-Builder's qualifications most closely related to the proposed project. Each question includes the scoring criteria.

In Sections 4.1. to 4.3 you are to fill out only the appropriate form that applies to your type of firm. In the case of a partnership, joint venture or any other association created for the performance of the Design-Build project, you are to fill out Sections 4.1 for the Contractor member and 4.2 for the Architect member.

If your firm is an existing legal Design-Builder, you are to fill out Section 4.3. If you are an existing legal Design-Build firm, but cannot demonstrate enough true Design-Build projects as a Design-Build firm to receive the maximum available points (36), then you may utilize forms 4.1 and 4.2 to demonstrate experience as separate design and construction efforts. In no event shall the Design-Builder be allowed to achieve more than 36 total points for question 4.1. through 4.3.

Sections 4.4. through 4.11. provide the opportunity to detail the qualifications, reputation, and benefits of using the entity.

- 3.1 **Contractor Member** – Use the following form to provide details for up to three projects in which the contractor member of the Design-Builder within the last five to ten years, held, or was part of a joint venture or other legal entity that held a contract directly with a client or client organization on comparably sized (from 75% to 200% of the proposed project square footage) institutional office building projects as defined in this RFP, at least one of which was completed or underway within the last three years.

List up to three additional contracts for comparably sized institutional office building projects completed or underway in the last ten years. Copy and fill in the attached form and label as: Attachment 4.1A, 4.1B, 4.1C, etc.

In the event that the proposer does not have enough projects that fit within the exact parameters of the criteria identified above (from 75% to 200% of the proposed project square footage for an institutional office building) to achieve the maximum available points (36), the proposer may provide additional information on similar projects which may fall outside the specified criteria. The County reserves the right to consider these other listed projects and assign points to the proposer as the County deems reasonable based on the information provided. If substitute projects are accepted by the County, in no event shall the Design-Builder be allowed to exceed eighty percent (80%) of the available points for these projects.

**CONTRACTOR MEMBER**

**ATTACHMENT 4.1: COMPARABLY SIZED INSTITUTIONAL OFFICE BUILDING PROJECTS**

<b>Project Name:</b>	<b>Original Amount: *</b>	<b>Project Type:</b>
<b>Client Organization:</b>	<b>Final Amount: *</b>	
<b>Project Location:</b>	<b>Contract Type:</b> <b>Competitive Bid Lump Sum</b> <hr/> <b>Negotiated Lump Sum</b> <hr/> <b>Cost Plus</b> <hr/> <b>GMP</b> <hr/> <b>Other (Describe below)</b> <hr/>	
<b>Client Contact Name:</b>	<b>Client Contact Telephone:</b>	
<b>Client Address:</b>		

In order to qualify for the Psychiatric Urgent Care Center project, the original amount may be escalated to current value utilizing annual rates of escalation of three percent until December 31, 2003, and eight percent thereafter. These rates of escalation shall be applied to the Contract value from the date of Contract award.

\*Note: If these amounts are price escalated to current value, show escalation computations in Project Description, below.

**Scoring:** 5 Points for each qualifying project up to 3 projects (15 points total)  
**Bonus:** 1 additional point for each additional project up to 3 projects (3 points)

**Project Description:**

- 3.2 **Architect Member** – Use the following form to provide details for up to three projects in which the architect member of the Design-Builder, within the last five to ten years, has been the Architect of Record for design of comparably sized (from 75% to 200% of the proposed project square footage) institutional office building projects as defined in this SOQ, at least one of which was completed or underway within the last three years.

List all contracts for comparably sized institutional office building projects completed or underway in the last ten years. Copy and fill in the attached form and label as: Attachment 4.2A, 4.2B, 4.2C, etc.

In the event that the proposer does not have enough projects that fit within the exact parameters of the criteria identified above (from 75% to 200% of the proposed project square footage for an institutional office building) to achieve the maximum available points (36), the proposer may provide additional information on similar projects which may fall outside the specified criteria. The County reserves the right to consider these other listed projects and assign points to the proposer as the County deems reasonable based on the information provided. If substitute projects are accepted by the County, in no event shall the Design-Builder be allowed to exceed eighty percent (80%) of the available points for these projects.

**ARCHITECT MEMBER**

**ATTACHMENT 4.2: COMPARABLY SIZED INSTITUTIONAL OFFICE BUILDING PROJECTS**

<b>Project Name:</b>	<b>Original Amount: *</b>	<b>Project Type:</b>
<b>Client Organization:</b>	<b>Final Amount: *</b>	
<b>Project Location:</b>		<b>Contract Type:</b> <b>Competitive Bid Lump Sum</b> _____ <b>Negotiated Lump Sum</b> _____ <b>Cost Plus</b> _____ <b>GMP</b> _____ <b>Other (Describe below)</b> _____
<b>Client Contact Name:</b>		<b>Client Contact Telephone:</b>
<b>Client Address:</b>		

In order to qualify for the Psychiatric Urgent Care Center project, the original amount may be escalated to current value utilizing annual rates of escalation of three percent until December 31, 2003, and eight percent thereafter. These rates of escalation shall be applied to the Contract value from the date of Contract award.

\* Note: If these amounts are price escalated to current value, show escalation computations in Project Description, below.

**Scoring:** 5 Points for each qualifying project up to 3 projects (15 points total)

**Bonus:** 1 additional point for each additional project up to 3 projects (3 points)

**Project Description:**

- 3.3 **Design-Builder** – Use the following form to provide details for up to three projects in which the Design-Builder, within the last ten years, held, or was part of a joint venture or other legal entity that held, a Construction Contract directly with the client or client organization for a comparably sized (from 75% to 200% of the proposed project square footage) **Design-Build project**, as defined in this RFP.

List all contracts for comparably sized Design-Build projects completed or underway in the last five to ten years. Label the attached sheets: Attachment 4.3A, 4.3B, 4.3C, etc.

In the event that the proposer does not have enough projects that fit within the exact parameters of the criteria identified above (from 75% to 200% of the proposed project square footage for an institutional office building) to achieve the maximum available points (36), the proposer may provide additional information on similar projects which may fall outside the specified criteria. The County reserves the right to consider these other listed projects and assign points to the proposer as the County deems reasonable based on the information provided. If substitute projects are accepted by the County, in no event shall the Design-Builder be allowed to exceed eighty percent (80%) of the available points for these projects.

## **DESIGN-BUILDER**

### **ATTACHMENT 4.3: COMPARABLY SIZED DESIGN-BUILD PROJECTS**

<b>Project Name:</b>	<b>Original Amount: *</b>	<b>Project Type:</b>
<b>Client Organization:</b>	<b>Final Amount: *</b>	
<b>Project Location:</b>		<b>Contract Type:</b> Competitive Bld Lump Sum _____ Negotiated Lump Su _____ Cost Plus _____ GMP _____ Other (Describe below) _____
<b>Client Contact Name:</b>		<b>Client Contact Telephone:</b>
<b>Client Address:</b>		

In order to qualify for the Psychiatric Urgent Care Center project, the original amount may be escalated to current value utilizing annual rates of escalation of three percent until December 31, 2003, and eight percent thereafter. These rates of escalation shall be applied to the Contract value from the date of Contract award.

\* Note: If these amounts are price escalated to current value, show escalation computations in project description, below.

**Scoring:** 10 Points for each qualifying project (5 points each for Architectural and Construction portions) - up to 3 projects (30 points total)

**Bonus:** 2 additional point for each additional project up to 3 projects (6 points)

**Project Description:**



- 3.4 Has any member of the Design-Builder completed or do you have underway any LEED certified buildings? Please provide details

☐ Yes ☐ No

**Scoring: 3 points for Yes 0 Points for No**

- 3.5 Do you have a LEED Accredited Professional on staff? Provide a list of personnel and their positions

☐ Yes ☐ No

**Scoring: 3 points for Yes 0 Points for No**

- 3.6 Describe the experience of the Design-Builder working together as a team.

**Scoring: Maximum 5 points. Evaluation committee will use its discretion to assign appropriate number of points.**

- 3.7 Describe what percent of the work performed by either member of the Design-Builder is derived from repeat clients?

**\* Note: You should list only clients that exercised a choice in re-hiring your firm.**

**Scoring:**

<b>1 Point</b>	<b>if between 35% and 39%</b>
<b>2 Points</b>	<b>if between 40% and 44%</b>
<b>3 Points</b>	<b>if between 45% and 49%</b>
<b>4 Points</b>	<b>if 50% or over</b>

- 3.8 Provide examples of positive relationships with any agencies having jurisdiction that the contractor member of the Design-Builder may have created or maintained in other projects. Explain how this strategy or these relationships may be beneficial to this project. Provide a list of references from entities and agencies, if possible.

**\* Note: Explain how these relationships resulted in increased quality, completion ahead of schedule, below budget, additional certification, accommodation, or some other tangible quantifiable direct benefits to the project or the Owner.**

**Scoring: Maximum 5 points. Evaluation committee will use its discretion to assign appropriate number of points.**

- 3.9 Provide any examples of projects that either member of the Design-Builder has been involved in that contained performance bonuses and explain how this opportunity eventually provided a benefit to the client and your firm.

***\* Note: Explain how these bonuses resulted in increased quality, completion ahead of schedule, below budget, additional certification, accommodation, or some other tangible quantifiable direct benefits to the project or the Owner.***

**Scoring: Maximum 5 points. Evaluation committee will use its discretion to assign appropriate number of points.**

- 3.10 List any other advantages of using your firm/entity.

***Note: Explain how your firm will provide a benefit or service which will result in increased quality, early completion, lower budget, certifications, accommodations, or some other tangible quantifiable direct benefit to the project or the Owner.***

**Scoring: Maximum 5 points. Evaluation committee will use its discretion to assign appropriate number of points.**

**PART 4      COMMITMENT TO PROPOSE**

If selected as one of the three highest ranked proposers, I certify that I will provide a full and complete proposal for the Psychiatric Urgent Care Center project.

**Note: This statement is a Pass/Fail statement. Any proposers that will not verify a commitment to provide a full and complete proposal will not be invited to propose during the RFP process.**

\_\_\_\_\_  
Responsible Representative

Dated: \_\_\_\_\_

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Company and Position of Signatory)

\* \* \* \* \*

**PART 5      OATH OF TRUTHFULNESS**

I, the undersigned, certify and declare that I have read all the foregoing answers to this prequalification questionnaire and know their contents. The matters stated in the questionnaire answers are true of my own knowledge and belief, except as to those matters stated on information and belief, and as to those matters I believe them to be true. I declare under penalty of perjury under the laws of the State of California, that the foregoing is correct.

Dated: \_\_\_\_\_

\_\_\_\_\_  
(Name)